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22 August 1950

1. Since the establishment and approval of the grade of the Chief, Physical Security Branch, in December 1947, the following represent some of the programs, responsibilities and scope which have been added to the Branch:

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A. The Branch at present has physical security responsibility for ~~sub~~vert and covert installations involving all elements of physical security. ~~Sub~~ additional installations in Washington are now in the process of being added to this total. In December 1947 the number of installations for which the Branch had responsibility amounted to only approximately ~~100~~.

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B. The Branch now has the physical security responsibility for OSO which it did not have in December 1947.

C. OFC has come into being with all its multiplicity of physical security problems, which add to the responsibilities of the Branch.

D. The Branch has taken on, developed, and performs certain technical activities which it did not engage in in December 1947. These include inspection of telephone lines and instruments for possible telephone taps, inspections of offices, office equipment, etc., for the presence of surreptitious installations, such as microphones, broadcasting instruments, etc. In addition, the Branch has been called upon to make microphone installations and related recording devices in certain covert CIA operations.

E. The Branch has been given the responsibility of organizing and developing a Safety Program for CIA. I might mention at this point that on this program alone I have been unable to obtain a qualified Safety Engineer at the approved grade of GS-11. Although I have interviewed a number of qualified men, they have all declined the job at that grade, saying that they can get more money for such a job elsewhere.

F. The CIA Firearms Program authorized under Public Law #110 has been made a part of the responsibility of the Branch.

G. The CIA Disaster Plan and the responsibility for its development and activation have been added to the responsibilities of the Branch.

H. The Senior Grade CIA Guard Program was developed and placed into operation. This program presently involves 180 guards and 10 officers of the guards.

I. The Security Indoctrination Program given by the Branch to

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CIA employees has trebled over what it was in December 1947. In addition, certain Advanced Security Indoctrination Classes are now given for CIA personnel engaged in particularly sensitive activities.

J. The number of personnel presently in the Agency, for which the Branch has physical security responsibility, has undergone a very marked increase over the total of such persons in December 1947. This has very materially added to the physical security responsibilities and problems of the Branch.

K. The Branch has had to cope with special physical security problems resulting from specialized operations such as Safe Houses, Special Research Center, CIA Vital Records Repository, and other varied activities with which the Branch was not faced in December 1947.

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[REDACTED]
once each year.

(1) Conduct a technical inspection for telephone taps and microphones.

(2) Make a thorough physical security survey of the installation, including vault room and teletype room.

(3) Present Security Indoctrination Lecture to the entire staff of the office.

This program will be started as soon as possible after [REDACTED] replacement and the Safety Engineer have joined my staff.

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M. Subsequent to December 1947 this office conducted exhaustive investigations which resulted in the following:

(1) Reorganization of the [REDACTED] operation and the separation from CIA of its chief.

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(2) Reorganization of the CIA Telephone operation and the separation from CIA of its chief and restitution action against a number of others.

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(3) Explosion at [REDACTED] the adoption of corrective measures.

We are prepared to cope with similar situations of this type which may arise in the future.

N. This office has carried the ball in revising the CIA Security

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Regulations. This job was recently completed. The same will have to be done with the Disaster Plan Manual at the earliest opportunity.

0. The workload and scope of the various activities of the Branch have very materially increased all along the line.

2. The new activities and responsibilities enumerated above constitute the highlights of the functions now being performed by the Branch which it did not have in December 1947. There are other tangible and intangible factors which represent a widening of the scope and workload of the Branch over those that existed in December 1947.

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Chief, Physical Security Branch

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